

PETERSBURG MEDICAL CENTER  
GRANT NUMBER: 06-4-C-4893  
CLOSE-OUT REPORT NARRATIVE

Background:

Petersburg Medical Center is a Critical Access Hospital that is located on Mitkof Island in Southeast Alaska, and serves as the center for healthcare services in Petersburg. Recognizing that there was a need in the community to expand the radiological imaging technologies currently offered on-site (e.g., routine x-ray, ultrasound, mammography), we applied for grant funding to purchase a Computerized Tomography (CT) scanner.

Activities:

We had previously obtained quotes for the cost of leasing or purchasing a refurbished CT scanner, and had estimated associated costs that included remodeling an existing room to accommodate the equipment and providing training for the radiology technicians. When we received the news that a grant for \$300,000 had been awarded, we began the process of obtaining current quotes and selected the vendor (Siemens Medical Solutions) from whom we ultimately purchased a refurbished Emotion Duo CT Scanner and the ancillary equipment needed, which included a Syngo Osteo (for Bone Densitometry), Laser Camera, and Injector.

Construction and installation drawings were completed in early January, 2004. Construction began March 8<sup>th</sup> and was completed in mid-April. The equipment was subsequently installed and tested. One of our radiology technicians received completed training in early May; the second technician completed their training by the end of May. The equipment is now fully operational and in use.

Cost Containment:

Our original estimate of project costs included \$323,000 for equipment, \$35,000 for room renovation expenses, and a \$6,400 allowance for the costs of training our operators. The actual cost for the equipment was \$321,350. Room renovation expense totaled \$21,319. The lower cost reflects the fact that much of the heavy labor was done by our maintenance crew. They removed all existing equipment and fixtures, pulled and/or capped electrical boxes and wires from the walls, removed cabinets and wall heaters, capped plumbing pipes, retiled the sub floor, built/leveled a base platform for the new equipment, rebuilt/installed cabinets in Operator's room, installed cove baseboard, trimmed and re-hung door, and hauled all debris to dump. Training expenses of \$2,820 are lower than actual as we did not record wages paid while in training.

Project Outcomes:

This project has enabled Petersburg Medical Center to expand the diagnostic services that are available to the residents of Petersburg, which should improve patients' quality of life through the early identification and intervention/treatment of conditions or diseases that might not otherwise have been diagnosed. Prior to having this equipment available in Petersburg, patients needing these services were forced to travel hundreds of miles from home, family, and support systems, to receive these screening and diagnostic services in

other communities –at considerable cost and inconvenience. We anticipate that there will be a reduction in the number of emergency Medivacs required (which cost between \$12,000 - \$14,000 per transfer). The bone densitometry features of our CT scanner should help reduce the frequency of bone density related diseases going undiagnosed. Petersburg Medical Center's financial condition will be strengthened through new revenue that would have, otherwise, left the community.

Problems Encountered:

For the most part, this project went very smoothly. We encounter a slight setback when our contractor died suddenly and we had to find another contractor.

Conclusions and Recommendations:

The public response to the news that a Denali Commission Grant had been awarded for the purchase of a CT scanner was very positive; support for the project has been strong. A total of \$7,660 was contributed to the CT Scanner Fund during a December fundraising campaign by the Petersburg Medical Center Foundation. The number of scans performed thus far has exceeded projections. In the past 40 working days, we've performed a total of 46 scans.

We sincerely appreciate the support given to us by the Denali Commission. It would have been very difficult to achieve our goal of purchasing a CT scanner without their generous contribution. We also appreciate the good guidance that was provided to us by Pam Schaf and Arnold Liebelt (Department of Health and Social Services).

## FUNDS DISBURSEMENT REQUEST FORM

**Funds Disbursement Request #: 2**

**Grant #: 06-4-C-4893**

**Date: June 28, 2004**

**Amount Requested: \$30,000.00**

Identify, by work activity, all work completed for which payment is requested. Provide evidence of completion of work identified. Also complete a Financial Report Form and a summary page of expenses that reference the invoices and back-up information included.

Purchase and installation of refurbished Emotion Duo CT Scanner\* from Siemens Medical Solutions.

\*Includes Syngo Osteo (Bone Densitometry), Laser Camera, and Injector.

You must attach a copy of invoice for which payment is requested, i.e. bill from contractor, subcontractor, materials supplier, or other party approved by DHSS.

See Attachments A & B (copies of invoices).

If reimbursement is requested, provide evidence of prior payment by the Grantee.

See Attachment C (copy of check from Petersburg Medical Center payable to Siemens).

I certify that all evidence presented to the Department of Health and Social Services, is in accordance with this capital Grant is true and correct.

Signature  (John F. Bringham, Administrator)

Date 6-28-04

# FINANCIAL REPORT FORM

Name of Grantee: Petersburg Medical Center

Grant Number: 06-4-C-4893

If submitting as part of a Funds Disbursement Request:  
For work activities ending: May 5, 2004

BUDGET CATEGORY (ACTIVITY)	TOTAL FUNDS APPROVED	FUNDS EXPENDED THIS PERIOD	TOTAL FUNDS EXPENDED	FUNDS ADVANCED THIS PERIOD	TOTAL FUNDS ADVANCED
Purchase & Installation of CT Scanner	\$300,000	\$300,000	\$300,000	\$270,000	\$270,000
PROJECT TOTALS	\$300,000	\$300,000	\$300,000	\$270,000	\$270,000
INTEREST EARNED THIS PERIOD				-0-	
TOTAL INTEREST EARNED					-0-

I hereby certify that all of the information provided in this report is true and accurate and that all of the activities outlined in this report have been in accordance with Grant Agreement.

Signature & Title of Authorized Representative:

Date:

(John F. Bringham, Administrator)

6-28-04

## Grant Progress

In addition to the information requested above please provide a brief narrative of all activities and work completed during the reporting period including applicable inspection and client service information. Use additional paper if necessary. If this is the Final Report form to be submitted, please include the following:

Approximate number and type (*mental illness, developmental disabilities, chronic alcoholics with psychosis, or Alzheimer's disease with related dementia*) of Mental Health Trust beneficiaries served by this project. **N/A**  
NOTE: Number of beneficiaries served is based on a 12 month period ending June 30th. Repeat visits by the same beneficiary is considered one beneficiary served.

For the purchase, delivery, and installation of a Refurbished Emotion Duo CT Scanner.

Attachment A is a copy of Invoice #2261085, dated 4/13/04, which reflects 80% payment due (\$257,080) toward equipment contract total of \$321,350.

Attachment B is a copy of Invoice # 8319205, dated 4/19/04, which reflects 20% payment due (\$64,270) toward equipment contract total of \$321,350.

Attachment C is a copy of Petersburg Medical Center's check, dated 4/27/04, in the amount of \$321,350, payable to Siemens Medical Solutions.

The radiology technicians completed their required training and the scanner is now being used as a screening & diagnostic tool.

## Attachment G

**Denali Commission  
Quarterly Project Financial Report****Project Name:** CT Scanner Acquisition**Agency:** Petersburg Medical Center**Reporting Period:** Quarter ending 06/30/04**Grant #:** 06-4-C-4893**Please include the following information:***(Use additional pages as necessary)***Budget Information:**

1. The total project budget—Denali Commission and other funds combined  
\$364,400
2. The total project expenditures as of the end of the most recent quarter  
\$ 345,489.94
3. The total amount of Denali Commission funds committed to the project  
\$300,000
4. The total expenditure of Denali Commission funds for the project as of the end of this reporting period  
\$ 300,000
5. The percentage of expenditures to the total budget  
82% (based on original budget figures). Project came in under budget @ \$345,489.94.
6. Project Performance Analysis (use PPA form on page2 of 641)

**Project Schedule:**

Show the project schedule with milestone dates for design and construction.

Construction and Installation Drawings were completed Jan 5, 2004.

Construction began March 8, 2004 and was completed by April 12, 2004.

Equipment arrived and was installed in mid-April, 2004.

Operator training will began April 23<sup>rd</sup>, 2004, and was completed by the end of May, 2004.

The equipment was in use by Mid-May.

Form 641A

## Attachment G

**Denali Commission**  
**Quarterly Project Financial Report**  
**Project Performance Analysis (PPA) Form**

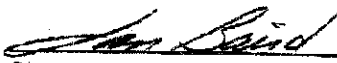
Project Name: CT Scanner Acquisition

Agency: Petersburg Medical Center

Reporting Period: Quarter ending 6/30/04

Grant #: 06-4-C-4893

Line Items	Approved Budget	Actual Costs	Scheduled Completion Date	Actual Work Performed
Equipment	\$300,000	\$345,490	May 2004	Purchased and installed CT Scanner; operators were trained
<b>Totals:</b>	\$300,000	\$345,490		

  
Signature: \_\_\_\_\_

7/29/04  
Date: \_\_\_\_\_

Print Name and Title: Jan Baird, CFO

Form 641B

## Attachment F

**Denali Commission Quarterly  
Project Narrative**

Project Name: CT Scanner Acquisition

Agency: Petersburg Medical Center

Reporting Period: Quarter ending 06/30/04

Grant #: 06-4-C-4893

1. What is the status of the project; include portions completed?

Completed: CT scanner unit is fully operational and in service.

2. Is the project on schedule; if not, how will this be dealt with?

(Not applicable.)

3. Is the project on budget; if not, how will this be dealt with?

(Not applicable.)

4. Other comments/problems and solutions:

Our Close-Out Report Narrative, Financial Report Form, and final Funds Disbursement Request Form were filed on 6/28/04. A State of Alaska Warrant (# 21312447) was issued on June 30, 2004, in the amount of \$30,000.00.